

**TOWN OF UNITY**  
**ELECTRIC TRANSMISSION AND CORRIDORS ORDINANCE**

**ADOPTED: SEPTEMBER 28, 2024**

**BOARD OF SELECTMAN ORDINANCE CERTIFICATION**

  
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Antonio Avila, Chairman

10-1-24  
\_\_\_\_\_  
Date

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Tim Parker, Jr., Vice Chairman

\_\_\_\_\_  
Date

  
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David Wakefield, Selectman

10-1-24  
\_\_\_\_\_  
Date

UNITY ELECTRIC TRANSMISSION AND CORRIDORS ORDINANCE

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### **Section 1. Title**

This Ordinance shall be known and cited as the Town of Unity “Electric Transmission Facilities and Corridors Ordinance” (hereinafter referred to as “this Ordinance”).

### **Section 2. Authority and Rights**

- i. This Ordinance is adopted pursuant to the enabling provisions of Maine State Constitution Article VIII, Part 2, Section 1 (Power of Municipalities to Amend Their Charters); the provisions of Title 30-A Section 3001 (Ordinance Power), Section 4312 *et seq.* (Statement of Findings, Purpose, and Goals), and Chapter 111 (Home Rule); and the provisions of the Planning and Land Use Regulation Act. This Ordinance is founded upon and pursuant to The Town of Unity Comprehensive Plan (adopted in March 1993) and the Town of Unity Land Use Ordinance.
- ii. Additional rights and statutes which form the prescriptive basis of this Ordinance are: Maine State Constitution Article I, Section 25 (Right to Food); and Title 30-A M.R.S., Section 4352 (Zoning Ordinances).

### **Section 3. Purpose**

The purpose of this Ordinance is to provide a set of standards for the construction and expansion of Electric Transmission Facilities and Corridors in the town of Unity, and to ensure that Unity can continue to fairly and responsibly encourage orderly growth and development while protecting the Town’s rural character; and to safeguard agricultural, forest, aquatic, and scenic resources from development which threatens those resources. These standards are also intended to:

- iii. Minimize the adverse impacts of electrical transmission lines on surrounding land use, including: visual impacts, environmental impacts, impacts to historically significant areas, health and safety impacts, and property value impacts;
- iv. Allow the Town to protect the public health, safety, and welfare;
- v. Support the goals and policies of the Town’s Comprehensive Plan

### **Section 4. Applicability**

This Ordinance applies to all Electric Transmission Facilities and Corridors in the Town of Unity proposed to be constructed or expanded after the effective date of this Ordinance.

### **Section 5. Effective Date**

This Ordinance is effective upon adoption at Town Meeting.

## Section 6. Fee Schedule

### A. Application Fees

All applications for Electric Transmission Facilities and Corridor development shall be accompanied by a nonrefundable fee payable to the Town of Unity, according to the fee schedule adopted by the Selectboard of Unity. For financial standards, see Section 12.

### B. Escrow Fund Fees:

See Section 12: Financial Standards for any applicable escrow fees.

## Section 7. Enforcement

- i. It is the Code Enforcement Officer's duty to enforce the provisions of this Ordinance. If the Code Enforcement Officer ("CEO") or a professionally licensed Maine engineer shall find that any provision of this Ordinance is being violated, the CEO shall notify in writing the person responsible for such violation, indicating the nature of the violation and ordering the action necessary to correct it, including the discontinuance of illegal structures, illegal work being done and abatement of nuisance conditions. A copy of such notices shall be submitted to the Town Office and maintained as a permanent record.
- ii. When the above action does not result in the correction or abatement of the violation or nuisance condition, the Town Select Board, upon notice from the Code Enforcement Officer, may institute any and all actions and proceedings, either legal or equitable, including seeking injunctions of violations and the imposition of fines, that may be appropriate or necessary to enforce the provisions of this Ordinance in the name of the Town of Unity.
- iii. The CEO shall keep a complete record of all essential transactions of the office, including applications submitted, revocation of permits, appeals, court actions, violations investigated, violations found and fees collected.
- iv. Any violation of this Ordinance shall be deemed a nuisance. Any person, including but not limited to a landowner or easement owner, a landowner's or easement owner's agent or a contractor, who violates any provision or requirement of this Ordinance shall be penalized in accordance with Title 30-A M.R.S.. Section 4452.
- v. The Code Enforcement Officer shall investigate all complaints of alleged violations of this Ordinance.
- vi. Development of any kind without Planning Board Approval shall be a violation of law. Development includes grading or construction of roads, grading land or lots, or construction of structures which require a plan approved as provided in this Ordinance.

- vii. The Code Enforcement Officer shall conduct on-site inspections at the CEO's discretion to ensure compliance with all applicable laws and conditions attached to permit approvals.

## Section 8. Definitions

**Applicant:** Person, or persons, or entity applying for a permit or license to the Town of Unity under this Ordinance.

**CEO:** Town of Unity Code Enforcement Officer

**Electric Transmission Facility or Corridor (ETFC):** Any project, whose main purpose is the transmission or distribution of electricity, and all its affiliated buildings and facilities, including substations, converter stations, and other related appurtenances, that contain electrical transmission or distribution systems with an operating voltage of 35 kV or greater.

**ETFC:** Electric Transmission Facility or Corridor

**Kilovolt (kV).** Unit of electrical potential equal to 1,000 volts.

**Occupied Structure:** A building in which people live, work or frequent including seasonal/recreational uses.

**Owner/Operator:** The person or entity that is the legal owner of the ETFC including successors and assigns, and that has the authority and responsibility to operate the ETFC on a day-to-day basis. An Owner/Operator must have the legal authority to represent and bind.

**Permit:** Written approval issued by the Town of Unity, empowering the holder thereof to construct a facility in accordance with this Ordinance.

**Project Boundary:** The boundaries of the ETFC within the Owner/Operator has legal right, title or interest, or the option to acquire the same, and as shown on the site plan submitted to and approved by the Planning Board in accordance with this Ordinance.

**Project Parcel:** Any parcel of real estate on which all or any part of the ETFC will be constructed.

**Property Line:** The imaginary line along the ground surface and the vertical extension of that line which constitutes a legally enforceable boundary which separates real property owned or controlled by owner(s) from contiguous real property owned or controlled by another person.

**Waiver:** A legal decision that may be granted by the Planning Board that waives one or more of the submission requirements required under any section of this Ordinance.

## Section 9. Review and Compliance Standards for Electric Transmission Facilities and Corridors

- i. This Ordinance applies to all ETFCs, as defined herein, proposed to be constructed and operated after the effective date of this Ordinance.

- ii. It shall be a violation of this Ordinance to begin construction or operate an ETFC, as defined herein, without a Permit.
- iii. It shall be a violation of this Ordinance to construct or expand an ETFC with an operating capacity of 35 kV or more, except that, in situations where the proposed ETFC and its infrastructural components cannot meet the 35 kV operating capacity limitation, the ETFC may be buried underground with Planning Board approval.
- iv. It shall be a violation of this Ordinance to construct or erect any infrastructural components for an ETFC that exceed 45 feet in height, except that, in situations where the proposed ETFC and its infrastructural components cannot meet the height limitation, the ETFC may be buried underground with Planning Board approval.
- v. Underground power and transmission lines shall be buried at a depth consistent with state public utility engineering standards to prevent transient ground currents and stray voltage.
- vi. The burden of compliance with all aspects of this Ordinance is on the Applicant and the Owner/Operator of the ETFC. Approval of a Permit by the Planning Board does not abrogate or reduce the responsibility of the Applicant or the Owner/Operator to comply with this Ordinance.
- vii. Decisions regarding approval of an Applicant's Permit must be made in light of the entire Ordinance.

## **Section 10. Public Health and Safety Standards**

### **A. Stray Voltage**

- i. An Application for ETFC shall include reports of stray voltage analysis in accordance with this section. The Applicant shall conduct and include a report of a pre-construction stray voltage test on all Occupied Structures located within a 0.25 mile radius of the Project Parcels. The tests shall be performed by a Planning Board-approved engineer familiar with stray voltage analysis, using a protocol which is also approved by the Planning Board and paid by the Applicant. A report of the tests shall be provided with the Permit Application and shall be provided to the owners of all property included in the study area. The Applicant shall seek written permission from property owners prior to conducting testing on such owners' property. The Applicant shall not be required to perform testing on property where owners have refused to grant permission to conduct the testing.
- ii. Following construction of the ETFC, and within one year after commencing operation, the Applicant shall conduct a post construction stray voltage test on all Occupied Structures located within a 0.25 mile radius of the Project Parcels. The tests shall be

performed by a Planning Board-approved engineer familiar with stray voltage analysis, using a protocol which is also approved by the Planning Board and paid by the Applicant. A report of the tests shall be provided with the Permit Application and shall be provided to the owners of all property included in the study area/ The Applicant shall seek written permission from property owners prior to conducting testing on such owners' property. The Applicant shall not be required to perform testing on property where owners have refused to grant permission to conduct the testing.

- iii. The Applicant or subsequent Owner/Operator shall provide neutral isolation devices to property owners where testing reveals neutral-to-earth voltages in excess of 0.5 volts caused by the project.

#### **B. Fire and Extraordinary Events**

- i. Fire Prevention: An Application for a permit to construct an ETFC shall include a Fire Prevention and Fire Fighting Plan that has been approved by both the Maine Forest Service and Town of Unity Fire Chief. The plan shall include a list of hazardous materials that may be encountered.
- ii. The Owner/Operator of any ETFC shall notify the Town of Unity Code Enforcement Officer and the Town of Unity Fire Chief of any "extraordinary event" within 24 hours of that event. Extraordinary events shall include but not be limited to catastrophic component failure, fire, injury caused by the ETFC or any other event that affects the public health and safety of the town or its residents.

#### **C. Maintenance**

- i. Prior to energizing any ETFC a written Operations and Maintenance plan shall be submitted to the Town Office which shall include a vegetation maintenance plan for all land within the Project Boundary.
- ii. Vegetation Maintenance by the Owner/Operator for all land within the Project Boundaries shall be performed by mechanical means. Chemical herbicides and pesticides shall not be used, unless approved in writing by the landowner who has granted the utility easement. This permission shall be documented in an easement and recorded in the public record prior to the town issuing a permit.

#### **Section 11. Environmental Standards**

- i. The location of an ETFC shall not affect an individual's right to food as defined in the Maine State Constitution, Article 1, Section 25, "Right to Food", unless the owner of the project parcel waives this right by granting permission to the Applicant. This permission

shall be documented in an easement and recorded in the public record prior to the town issuing a permit.

- ii.** ETFC projects shall be designed, constructed, and maintained so as to avoid undue adverse impacts to groundwater, wells and aquifers. The Planning Board may require as a condition of issuing a permit for a ETFC that a pre-construction baseline study of all wells, springs, and other water sources within the watershed of the project site be conducted. The study shall be designed and carried out by a water quality professional chosen by the Applicant from a list provided and contracted by the Planning Board and paid by the Applicant.
- iii.** Materials used in the construction and maintenance of ETFCs shall not contaminate soil or groundwater with PFAS “forever chemicals”. The Applicant shall assume all costs associated with baseline PFAS testing of soil and groundwater on/under project parcels.
- iv.** Materials used in the construction and maintenance of ETFCs shall not prevent a project parcel’s soil from being organically certified in accordance with MOFGA or USDA standards unless the project parcel owner grants permission to the applicant. This permission shall be documented in an easement and recorded in the public record prior to the town issuing a permit.
- v.** The Planning Board shall review all requests for approval of ETFC land use permits in the Aquifer Protection District, as defined in the Unity Land Use Ordinance. All determinations shall be made by the Planning Board within sixty (60) days of any request for approval, provided however, that this sixty (60) day period of limitation may be extended by the Planning Board for "good cause," as determined in the sole and absolute discretion of the Planning Board.
- vi.** Upon reviewing all requests for approval, the Planning Board shall consider all of the following factors:

  - a.** The Town’s responsibility to protect and preserve the health, safety, and welfare of its citizens.
  - b.** The degree to which the proposed land use practice, activity or facility may seriously threaten or degrade groundwater quality in the Town.
  - c.** The availability of alternative options to the Applicant, and the cost, effect and extent of availability of such alternative options.
  - d.** The proximity of the Applicant's property or activities to other potential sources of contamination.



- e. The then existing condition of the Town's groundwater public and private water wells, and the vulnerability to further contamination.
  - f. The direction of flow of groundwater and other factors in the area of the Applicant's property which may affect the speed of the groundwater flow, including topography, depth of soil, extent of aquifer, depth to water table and location of private wells.
  - g. Any other hydrogeological data or information which is available from any public or private agency or organization.
  - h. The potential benefit, both economic and social, from the approval of the Applicant's request for a permit.
- vii. Any exemptions granted will be made conditional and may include environmental and/or safety monitoring which indicates whether the ETFC may be emitting any releases or harmful contaminants to the surrounding environment. The Owner/Operator will be held financially responsible for all environmental cleanup costs. The Town may require that a bond be posted for future monitoring and cleanup costs if deemed necessary at the time of granting an exemption.
- viii. The Applicant shall be solely and exclusively responsible for any and all costs associated with the application, including all of the following:
- a. The cost of an environmental impact study if so required by the Town or its designee.
  - b. The cost of groundwater monitoring or groundwater wells if required by the Town or its designee.
  - c. The costs of an appraisal for the property or other property evaluation expense if required by the Town or its designee.
  - d. The cost of Town equipment employed.
  - e. The costs associated with labor, mileage, and *per diem* of Town employees.
- ix. Within two years after completion of construction of a ETFC for which the Planning Board has required a pre-construction baseline water quality study as described in Section 11, part i of this Ordinance, a post-construction water quality study of all wells, springs, and other water sources within the watershed of the project site shall be designed and carried out by a water quality professional chosen by the Owner/Operator from a list provided and contracted by the Planning Board and paid by the Owner/Operator. If degradation or contamination is found to have occurred, fines

and/or permanent remedies as required by the Town of Unity or the State of Maine shall be the responsibility of the Owner/Operator.

- x. The Applicant shall pay to mitigate any construction-related damages caused by contaminated groundwater discharging onto adjacent lands.
- xi. The Applicant shall ensure that easements do not alter the course of water runoff.
- xii. The Applicant shall maintain the corridor in ways that promote native species and discourage invasive species.
- xiii. If required by the laws of the State of Maine, a Department of Environmental Protection Site Location of Development permit shall be obtained and submitted with an application.
- xiv. The design, construction, and maintenance of an ETFC shall protect all environmentally sensitive areas that may be affected by its siting. Such areas shall include but not limited to wetlands, vernal pools, seeps or springs, steep slopes (equal to or greater than 15%), watersheds, 100 year flood plains, significant habitat for wildlife, fish, and plants as defined by The Maine Department of Inland Fisheries and Wildlife and The Maine Beginning with Habitat Program. An application for an ETFC permit shall demonstrate appropriate measures for protecting all such areas during both construction and operation of the project.
- xv. The application for an ETFC project shall include a Wildlife Protection Plan based on pre-construction field studies designed and carried out by a qualified wildlife biologist chosen by the Applicant from a list provided and contracted by the Planning Board and paid by the Applicant. Such studies shall describe the possible adverse effects of the project on birds, bats, animals and their habitats, and shall propose remedies for these effects.
- xvi. Within three years after completion of construction of an ETFC project, studies to ascertain its actual effect on wildlife shall be designed and carried out by a qualified wildlife biologist chosen by the Owner/Operator from a list provided by the Planning Board and paid by the Owner/Operator. If these studies demonstrate undue adverse effects on wildlife caused by the project, the Owner/Operator in consultation with the Maine Department of Inland Fisheries and Wildlife (MDIFW) shall design and implement an appropriate mitigation plan. The plan shall be submitted to the Planning Board for approval. The Owner/Operator shall be responsible for the full cost of carrying out the plan under the supervision of the MDIFW.
- xvii. ETFC projects shall be designed, constructed, and maintained in accordance with accepted erosion and sediment control methods as set out in the Maine Erosion Control Handbook for Construction; The Best Management Practices, dated March (2003).

- xviii. Within two years after completion of construction of an ETFC for which the Planning Board has required a pre-construction baseline erosion study, a post-construction erosion study shall be designed and carried out by an environmental professional chosen by the Owner/Operator from a list provided and contracted by the Planning Board and paid by the Owner/Operator. If degradation or contamination is found to have occurred, fines and/or permanent remedies as required by the Town of Unity or the State of Maine shall be the responsibility of the Owner/Operator.
- xix. The Owner/Operator shall assume all costs associated with remediation of undue adverse effects on environmentally sensitive areas and wildlife.
- xx. Owner/Operator of ETFC shall not undertake any blasting without notifying the Town of Unity and submitting a blasting plan in accordance with the latest DEP and MSHA Standards. The blasting plan shall be reviewed and approved by the Unity Planning Board before any blasting takes place. Forty-eight (48) hour notice shall be given to all residents within a two mile radius of the blasting area (measured horizontally) before blasting can take place.

## **Section 12. Financial Standards**

An Applicant for development of an ETFC shall provide evidence satisfactory to the Town of Unity Planning Board that the project is financially viable. Evidence of financial viability shall include:

- i. A budget for the construction of the project
- ii. Proof of adequate financing for all aspects of the construction

In reviewing an application and/or ongoing project operations for compliance with this Ordinance, The Planning Board and/or CEO may, at their discretion, retain professional services as necessary to assist with its review, including but not limited to those of an attorney, engineer, biologist, land use planner or other professional. If the Planning Board deems that such services are indeed necessary, they shall inform the Applicant who will then have fourteen (14) days to deposit in a joint escrow account by means of an attorney hired by the Town of Unity the sum of \$50,000 as partial payment towards such expenses. Prior to any formal signing of contracts with third parties, the Selectboard shall have an opportunity to review decisions made by the Planning Board.

If such a fund is established and the balance of the funds falls below \$25,000 the Applicant, upon notice shall submit an additional \$25,000 to replenish the fund. If, at any time after such notification, the balance of this fund stays below \$25,000 for a period of 30 days, the Application or Operational License shall be considered to have been withdrawn. The balance of the escrow account shall be returned to the Owner/Operator after all expenses have been paid. If any delay in replenishing the fund generates a delay in reviewing the application or operations, then the deadline for completing the review is extended accordingly.

All costs associated with the submission, review, and finalization of an application shall be paid by the Applicant.

### **Section 13. Decommissioning Standards**

The Owner/Operator shall be responsible at their own expense for the decommissioning of the project and site restoration if the ETFC does not transmit electricity for a period of twenty-four (24) consecutive months.

The Owner/Operator shall provide a decommissioning bond for:

- i. All above-ground buildings and facilities related to the subject system, including substations, converter stations, and other related appurtenances.
- ii. Timely removal and disposal outside the Town of Unity of all parts of the project in accordance with local, state, and federal laws and regulations.
- iii. Grading, seeding, or otherwise revegetating areas of disturbed earth, following guidelines provided by the CEO.

The Owner/Operator shall be required to report to the Town of Unity the date on which the ETFC has not transmitted electricity for a continuous duration of 24-months.

All Maintenance and downtime of all ETFCs, or any other situation leading to the interruption of electricity transmission by the ETFC, shall be promptly reported to the Town of Unity.

### **Section 14. Permit Submission Requirement and Procedural Review Standards (see Appendix 1 for Permitting Checklist)**

#### **A. Initial Application Submission Requirements and Review Process**

An Initial Application for a Permit to construct and expand a ETFC shall include the following:

- i. Applicant's name address and contact information.
- ii. A complete and detailed site plan including all characteristics of the proposed project.
- iii. Evidence that the Applicant owns the subject land or has a satisfactory land easement for all the land associated with the ETFC project.
- iv. A written summary prepared by a qualified engineer detailing all required permits for the construction of an ETFC.
- v. For all required permits listed in the preceding sub-paragraph, the operator shall submit all required permits issued by all local, state and federal agencies for both the construction and operation of the proposed ETFC.

- vi. Payment of the Initial Application Fee payable to the Town of Unity.
- vii. Within ninety (90) days of receipt of an Initial Application for a Permit, the Planning Board shall, with assistance from such staff, consultants, committees, or commissions as it deems appropriate, notify the Applicant in writing that the application is complete, or if the application is incomplete, shall inform the Applicant of the specific additional material needed to complete the application. The Planning Board may extend this ninety (90) day period at its discretion.
- viii. After the Planning Board determines that an Initial Application for a Permit is complete, the Planning Board shall determine whether the Initial Application meets the requirements of this Ordinance. In determining whether the Application meets the requirements of this Ordinance, the Planning Board may obtain services from such staff and consultants as it deems appropriate which will be paid for by the Applicant.
- ix. Within ninety (90) days of determining that an Initial Application for a Permit meets the requirements the Planning Board shall approve the Application for a Permit with conditions, or disapprove the Application for a Permit. The time limit for review may be extended by mutual agreement between the Planning Board and Applicant.
- x. The Planning Board shall make findings of fact and conclusions relative to the standards in this Ordinance. If the Planning Board finds that all standards have been met, they shall approve the Application for a Permit. If the Planning Board finds that any of the standards of this Ordinance have not been met, the Planning Board shall either deny the Application or approve the Application with conditions to ensure the standards will be met. The reasons for any conditions shall be stated in the findings of facts and conclusions.

**B. Final Application**

The Final Application for a Permit to construct and operate a ETFC shall include the following:

- i. Updates to information provided in the Initial Application.
- ii. Any and all relevant updates, changes or modifications to the project that may impact the Planning Board's ability to make a sound decision to approve or deny an application.
- iii. The Applicant shall pay for the services of all consultants that the Planning Board deems necessary to evaluate the application. Such consultants shall be chosen by the Planning Board. Failure of the Applicant to make such payments renders the Application void.
- iv. Payment of the Final Application Fee, payable to the Town of Unity

- v. All easements across privately owned Project Parcels shall be negotiated prior to the Town issuing a permit. These permissions shall be documented in an easement and recorded in the public record as a requirement of the final application.
- xi. Within ninety (90) days of receipt of a Final Application for a Permit, the Planning Board shall, with assistance from such staff, consultants, committees or commissions as it deems appropriate, notify the Applicant in writing that the application is complete, or if the application is incomplete, shall inform the Applicant of the specific additional material needed to complete the application. The Planning Board may extend this ninety (90) day period at its discretion.
- xii. After the Planning Board determines that a Final Application for a Permit is complete, the Planning Board shall determine whether the Final Application meets the requirements of this Ordinance. In determining whether the Application meets the requirements of this Ordinance, the Planning Board may obtain services from such staff and consultants as it deems appropriate which will be paid for by the Applicant.
- xiii. Within ninety (90) days of determining that a Final Application for a Permit meets the requirements. The Planning Board shall approve the Application for a Permit with conditions, or disapprove the Application for a Permit. The time limit for review may be extended by mutual agreement between the Planning Board and Applicant.
- xiv. The Planning Board shall make findings of fact and conclusions relative to the standards in this Ordinance. If the Planning Board finds that all standards have been met, they shall approve the Final Application for a Permit. If the Planning Board finds that any of the standards of this Ordinance have not been met, the Planning Board shall either deny the Application or approve the Application with conditions to ensure the standards will be met. The reasons for any conditions shall be stated in the findings of facts and conclusions.
- vi. If construction or operation of the activity is not begun within 2 years, this permit shall lapse and the Applicant shall reapply to the Planning Board for a new permit. The Applicant may not begin construction until a new permit is granted.

**Section 15. Conflict and Severability**

- i. **Conflict**  
Whenever a provision of this ordinance conflicts with or is inconsistent with another provision of this ordinance or of any other ordinance, regulation, or statute, the more restrictive provision shall apply.
- ii. **Severability**  
The invalidity of any part of this ordinance shall not invalidate any other part of this ordinance.

### **Section 16. Waivers**

The Planning Board of the Town of Unity shall have the authority to waive any provision or requirement of this Ordinance. The Planning Board shall first determine that any requested waiver is in the public interest, is consistent with purpose and intent of this Section, and will not have a significant, adverse effect upon public safety and the environment. For consideration of the grant of a waiver:

- i.** The applicant must submit a written waiver request to the Planning Board citing the relevant Ordinance provision and stating the relief sought and the reasons for the relief.
- ii.** In the event that the waiver requested pertains to a line with operating voltage of more than 35kv, the Planning Board shall present to the Town of Unity voters at a Town Meeting a statement of the waiver request and the reasons or factual findings for the consideration to grant a waiver.
- iii.** To be approved, the waiver request must receive a Majority Vote from the Town of Unity voters at a Town Meeting.

### **Section 17. Amendments**

The Planning Board of the Town of Unity shall have the authority to initiate amendments to this Ordinance. The Planning Board shall first determine that such an amendment is in the public interest, is consistent with purpose and intent of this Section, and will not have a significant, adverse effect upon public safety and the environment. All proposed amendments shall be adopted only by a Majority Vote from the Town of Unity voters at a Town Meeting.

**Appendix 1: Permitting Checklist**

1. Name and contact information
2. Site plan
3. Proof of land ownership or easement rights
4. Summary of construction and permitting requirements
5. Permits submitted to relevant local, state, and federal agencies
6. Initial Application Fee paid to Town of Unity
7. Planning Board notification of complete Initial Application
8. Planning Board notification of any additional required Initial Application materials
9. Planning Board determination on whether Initial Application meets Ordinance requirements
10. Planning Board approval of Initial Application
11. Updates to Initial Application
12. Private Parcel easement rights documented in public record
13. Final Application Fee paid to Town of Unity
14. Planning Board notification of complete Final Application
15. Planning Board notification of any additional required Final Application materials
16. Planning Board determination on whether Final Application meets Ordinance requirements